

**Delaware Developmental Disabilities Council (DDC)  
Children and Families Committee Meeting  
Friday, May 19, 2017 from 1:30 PM to 3:30 PM  
DDDS, 2540 Wrangle Hill Road, Bear, DE**

**Minutes of Meeting**

**Members Present:** Frances Fleming, Parent Advocate; Steve Yeatman, Parent Advocate  
Nancy Lemus, Parent Advocate; Carrie Melchisky, Parent Advocate; Laura Greene, Advocate; Alvin Emory, Advocate

**Members Absent:** Alex Eldreth, Committee Chair

**Guests Present:** Andrew Braune, Danio Diary

**Staff Present:** Kristin Harvey, Social Services Administrator, Delaware Developmental Disabilities Council (DDC)

- I. **Call to order-** The meeting was called to order at 1:38 PM.
- II. **Approval of Minutes-** A quorum being present, the committee voted to approve the minutes.
- III. **Approval of Agenda-** A quorum being present, the committee voted to approve the agenda as amended, adding two items under New Business: 1.) Nomination of Chair for 2018 and 2.) Discussion, any changes to the 2017-2021 State Plan.
- IV. **Chair's Report-** Alex Eldreth was not able to attend the May 19<sup>th</sup> meeting.
- V. **Staff Report-** Kristin Harvey stated that the 2017 Junior Partners in Policymaking Program would be held from June 18-23, 2017 at Delaware State University. Kristin also stated that the summer months would be busy with Federal reports due and the National Association of Councils on Developmental Disabilities conference in July.

**VI. Current Business-**

**A. Guest Discussion with Peggy Enslen, RN, Education Associate, Health and Career Sciences, Delaware Department of Education:**

Kristin welcomed Peggy to the meeting, and asked that the members introduce themselves and share a bit about their backgrounds. After the introductions, Kristin asked Peggy to share some information about the upcoming Public and Community Health classes which will be offered in the future to high school students who have an interest in going into the health and/or social services field after graduation. Peggy recently met with DDC Executive Director Pat Maichle along with Kristin Harvey, seeking input on the proposed curriculum. Pat and Kristin provided information from a past DDC project, a curriculum designed to assist emergency department personnel with providing the best care for their patients with disabilities. Kristin stated that it was encouraging to see so many of the suggestions the DDC staff made put into the proposed curriculum. Peggy explained that many of the students who will be taking the Public and Community Health course are also members or leaders of HOSA, Future Health Professionals of Delaware.

**B. Committee Edits to RFP 1705:**

The committee reviewed RFP 1705 once again, taking into consideration Council's comments and suggested revisions. Kristin noted the changes that the Committee would like to see. She stated that she will re-type the RFP and provide copies to the DDC Executive Director, Pat Maichle, so that Pat can present the RFP (along with Alex) at the upcoming June Executive Committee meeting.

**C. Review and Vote- Proposal Received from Delaware Statewide Programs for the Deaf, Hard-of-Hearing and Deaf-Blind:**

Pat Maichle tasked the CF Committee with reviewing an unsolicited proposal from the aforementioned organization. The committee used the DDC-required proposal evaluation form and scoring sheet to come to their decision. The committee voted to put the proposal before the full Council in July for final approval with their recommendation to approve funding.

**D. June Meeting-**

Due to staff travel, Kristin asked if the committee would like to reschedule their June meeting. The meeting was originally scheduled to take place on June 16<sup>th</sup>. After reviewing their calendars, the members present agreed to reschedule the June meeting to June 9<sup>th</sup>. Carrie Melchisky offered the use of the Parent Information Center (PIC) of Delaware conference room. PIC's address is 404 Larch Circle, Larch Corporate Center, Wilmington, DE 19804.

**VII. New Business**

**A.1- Nomination of CF Committee Chair for 2018-** The committee voted unanimously to nominate Alex Eldreth for Chair of the Children and Families Committee for 2018. Kristin stated that she would pass this recommendation along to Alex, and confirm that he is willing to serve again in 2018.

**A.2- Changes to the 2017-2021 State Plan-** Kristin asked the CF Committee if they would like to request any changes to the State Plan prior to its annual re-submission on August 15<sup>th</sup>. The committee stated that they did not have any changes at this time.

**Any other items the committee would like to discuss-** Hearing none, the meeting was adjourned at 4:15 PM.